

Public Health Program Director 3

Director of STD Prevention

Nashville, Tennessee

Who we are and how we impact Tennessee:

TDH incorporates our values into the work we do each day to achieve our mission, live our vision, and address our two strategic priorities of *prevention* and *access*.

Mission:

Protect, promote, and improve the health and prosperity of people in Tennessee.

Vision:

Healthy People, Healthy Communities, Healthy Tennessee

Our Values:

- Collaboration
- Excellence
- Integrity
- Compassion
- Respect

Strategic Priorities:

Prevention:

- Support Local Leadership
- Decrease Youth Obesity
- Decrease Tobacco Use
- Decrease Substance Misuse
- Prevent and Mitigate Adverse Childhood Experiences

Access:

- Optimize Internal Clinical Efficiency
- Improve External Primary Care Access
- Leverage Innovation
- Expand Partnerships

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Job Overview:

This position serves as the Public Health Program Director (PHPD 3) for the Sexually Transmitted Disease (STD) Program at the Tennessee Department of Health (TDH). The candidate will function as the primary point of contact, source for programmatic technical assistance, and subject matter expert between the TDH STD Program, the Public Health Regions, and Metropolitan STD programs across the state. This role is in the Division of Communicable and Environmental Diseases and Emergency Preparedness (CEDEP), HIV/STD & Viral Hepatitis Program and will be located in the Central Office in Nashville, TN. CEDEP includes a large, diverse group of epidemiologists, subject matter experts, and administrative services supporting a wide range of programs.

Salary: Based on education and experience with a minimum starting rate of \$4,543.00 per month.

Key Requirements:

- Ensure prevention-related deliverables from Strengthening STD Prevention and Control for Health Departments (STD PCHD) are met by established deadlines, including grant narrative development, reporting, and budget development.
- Sharing knowledge of the latest research and evidence-based practice on the prevention and/or control of sexually transmitted diseases with community partners, contractors, and local health department staff through multiple avenues including local, regional, and statewide meetings, conference calls, training opportunities, and written material development.
- Provide Central Office program management and technical consultation to field services (regional) staff across the state. Technical assistance includes the development and implementation of work plan activities, contract monitoring, and evaluation activities in order to assure grant objectives are meeting identified performance and outcome measures.
- Provide support and technical assistance for surveillance systems (PRISM, NBS) used for partner services' information and activities.

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- Oversee the performance of day-to-day administrative tasks such as: maintaining program files documenting grant activities; preparing budgets by analyzing program costs/expenditures; ensuring that all departmental and CDC policies and procedures are followed; and coordinating with the team to write and submit all CDC reporting requirements.
- Responsible for the supervision of STD Grand Regional Consultants (Advanced Disease Intervention Specialists) who support implementation of specific program components and partner services across the state.
- This is an Executive Services position requiring some travel, valid driver's license, and the availability to respond to emergencies.

Desired Qualifications:

Education and Experience:

- Graduation from an accredited college or university with a bachelor's degree and experience equivalent to substantial (five or more years) of full-time, increasingly responsible professional health program work including, at least two years of full-time supervisory work or statewide program oversight. Additional graduate coursework in a health-related field may be substituted for experience.
- Familiarity with STD/HIV prevention services, disease intervention, and disease investigation.
- Work effectively with diverse groups (e.g. government agencies and officials, professional organizations, and the public).
- Strong computer skills, including demonstrated use of Excel or other databases to manage, and/or evaluate data.
- Conduct public health education/trainings.
- Experience collecting and managing data.
- Proficiency with program management and evaluation.
- Experience with supervision and training of professional staff.
- Strong oral and written communication skills.
- Willingness to travel extensively throughout Tennessee and occasionally out of state.

To apply:

Complete application process through www.tn.gov/careers. Also, please send a current CV and cover letter to Donna Teasley at Donna.Teasley@tn.gov.

Pursuant to the State of Tennessee's Workplace Discrimination and Harassment policy, the State is firmly committed to the principle of fair and equal employment opportunities for its citizens and strives to protect the rights and opportunities of all people to seek, obtain, and hold employment without being subjected to illegal discrimination and harassment in the workplace. It is the State's policy to provide an environment free of discrimination and harassment of an individual because of that person's race, color, national origin, age (40 and over), sex, pregnancy, religion, creed, disability, veteran's status or any other category protected by state and/or federal civil rights laws.